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Richard Morin (SBN 285275)

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Filed of James Scott, Amanda Olsen, Cheri Ann Salerno, Susan Farrell, Jason Reid, and Phyllis Hoxie Monroe.

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- 3. In December of 2019, Cutter Law, P.C. had an established protocol in place for receiving Camp Fire retainer agreements from an agent. Under the established protocol, after obtaining the prospective client's retainer agreement, the firm's agent sent the Camp Fire retainer documentation to three people at Cutter Law: an intake clerk, a clerical person, and an attorney other than me. The receiving attorney was authorized to accept or reject the potential client; as a junior attorney, I was not.
 - 4. This protocol was in place and had been effectively working since September 2019.
- 5. I left the country for vacation on or about December 19, 2019 and continued my vacation out of the country on December 30, 2019. However, upon my return from vacation on January 16, 2020, I discovered that retainer agreements for James Scott, Amanda Olsen, Cheri Ann Salerno, Susan Farrell, Jason Reid, and Phyllis Hoxie Monroe had been mistakenly sent *only* to my Gmail email account by the firm's agent. This was a mistake, and contrary to the established protocol. I had cleared my calendar before leaving for vacation and did not check my email accounts while out on vacation.
- 6. Upon discovery of the retainer agreements, I immediately forwarded the retainer agreements to attorney John Roussas, and his legal secretary Alisha Sanders.

I declare under penalty of perjury under the laws of the United States of America that the foregoing is true and correct and that this declaration was executed on August 19, 2020, in Sacramento, California.

Jennifer S. Domer